



JUL 15 2016

Division Memorandum
No. 370, s. 2016

**ONE-DAY CONFERENCE OF ALL DISTRICT EPP, TLE
MUNICIPAL COORDINATORS AND SELECTED
SCHOOL ADMINISTRATORS**

To : Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of a One-day Conference of all District EPP, TLE Municipal Coordinators and selected school administrators on July 29, 2016 at RAFI Conference Hall, 35 Lopez Jaena Street, Cebu City from 8:00 A.M. to 5:00 P.M.
2. The conference aims to:
 - a. discuss on varied topics and activities in line with the Growing and Greening Program in the entire Cebu Province; and
 - b. review on tree planting score cards monitoring and reporting both elementary and secondary levels.
3. Participants to this activity are the District EPP, Municipal TLE Coordinators, selected school administrators and the Division NGP Coordinator.
4. Transportation and travelling expenses are chargeable against school MOOE/division/SEF/PTA and other local funds, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as your Authority to Travel.
6. Immediate dissemination of this Memorandum is desired.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent